

City of Deer Park

Administrative Services

710 East San Augustine

P.O. Box 700

Deer Park, Texas 77536

281-478-7296

An Equal Opportunity Employer

It is the policy of the City of Deer Park not to discriminate in its hiring or employment practices on the basis of race, sex, age, religion, national origin or disability.



Application for Employment

NOTICE: Submission of this application does not guarantee you an interview

It is important that you answer all questions on this application fully and accurately. Failure to do so may delay its consideration and could mean loss of employment opportunities; if an item does not apply to you or if there is no information

The Immigration Reform and Control Act of 1966 requires that only American citizens and aliens authorized to work in this country be employed. If hired, you will be required to show proof of citizenship or right to work in this country.

Position Desired: _____

When are you willing to work? _____ Full Time _____ Summer Only _____ Rotating Shifts

Check all that apply _____ Part Time _____ Weekends _____ Other (Specify)

Personal Information

Last Name

First Name

Middle Initial

Social Security Number

Street Address

City, State, Zip Code

Home Phone/Work Phone

Have you ever been employed by the City of Deer Park? _____ Yes _____ No

If yes, position held, department and period of employment: _____

Do you have any relatives working with the City of Deer Park or serving on the City Council? _____ Yes _____ No

If yes, identify person and relationship: _____

Are you 16 years of age or older? _____ Yes _____ No

Highest grade completed: (Circle) 1 2 3 4 5 6 7 8 9 10 11 12

Name and address of High School: _____

Date of Graduation: _____

Name and address of College/University _____

Date of Graduation: _____

Degree or Total College Hours Earned _____

Special or Vocational Training Earned _____

Software/Computer Knowledge _____

[illegible]

References

List three (3) people who are not related to you and who would have knowledge of your qualifications for this position, such as former co-workers, teachers, etc.. It is preferred that supervisors listed under employment not be repeated.

Name	Address	Telephone Number	Business/Occupation

Additional Information

In the space below, you may provide any additional information or comments that you feel maybe helpful to the City of Deer Park in arriving at a decision concerning your employment.

Important - Conditions of Employment - *Please Read Carefully Before Signing*

I certify that my answers to the above questions are true and recognize that my future employment is subject to termination should any of the above statements are found to be false or inaccurate, regardless of the time that elapses before such false information is discovered. I hereby agree to submit to medical examinations, including drug screens, both as a condition of hiring and as a condition of continued employment in addition to furnishing proof of age and right to work in the United States of America.

I understand that an investigative report may be made and hereby authorize all persons, schools, companies, consumer reporting agencies and other organizations to supply any accurate information concerning my background. I further understand that I have a right to disclosure of such information reported, as provided by law. Also, I understand and accept the conditions in this statement. Finally, I understand and agree that employment with the City of Deer Park is for no definite period of time and that wages, benefits and conditions of employment can be changed at any time.

Date	Applicant's Signature
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Notice to Applicants

The City of Deer Park under Section 1625.5 of the ADEA (Age Discrimination in Employment Act) is permitted to ask for your date of birth for purposes other than determining job eligibility. Under current employment laws, the City of Deer Park, as your prospective employer, is permitted to ask for your date of birth for the purpose of running MVR'S (Motor Vehicle Reports) or background checks depending on the position in which you are applying. Your date of birth is used for these purposes *only*.

Applicant's Date of Birth

The City of Deer Park under ADA (American with Disabilities Act) Guidelines is permitted as your prospective employer to ask the following question(s): Have you read and understand the detailed job description outlining the requirements of the position in which you are applying?

_____ Yes _____ No

If you answered "no", it is your responsibility to read the detailed job description for the position in which you are applying before submitting this Application for Employment to the City of Deer Park.

If you answered "yes", do you have any physical or mental disabilities that would preclude you from performing the essential task of the job for which you are applying?

_____ Yes _____ No

If you answered "yes", please describe the accommodations you feel would be necessary to allow you to perform the essential task for the the position in which you are applying: (Attach additional sheets if necessary)

**Submission of this application *does not* guarantee you an interview with the
City of Deer Park**

No offer of employment is valid unless it has been approved by the City Manager